

**Frothingham Free Library**

**Board of Trustees Meeting Minutes**

**July 19, 2022**

**ATTENDANCE:** Carol Stuff, Wendy Sullivan, Lynn Richardson, Pat Galeazza, Gretchen Subik, Bobbi Jean Flint, Lori Simonds, Linda Bell, Phyllis Smith

**ABSENT:** Martha Stanton, Michele Furnare

The meeting was called to order at 6:07 p.m. by Co-President, Carol Stuff.

**Approval of June 21, 2022 Meeting Minutes**

The minutes of the June 21, 2022 meeting were reviewed with copy on file. A motion to approve the minutes as corrected was made by B. Flint and seconded by P. Galeazza. There being no further discussion, the motion was voted and carried unanimously.

**Treasurer's Report**

The financials for May and June 2022 were distributed and reviewed, with G. Subik noting that the bottom line is positive at this time due to the library receiving Covid relief funding from the Town of Mohawk and assorted grants. A recommendation was made to denote the grant of \$350 as being received from the Fonda Fultonville Community Foundation.

The year to date loss on the investment account through Patriot Asset Management is \$13,836.

P. Galeazza and L. Bell will follow up on securing the annual contribution from the Town of Glen.

Letters have not been sent to the Towns of Root, Charleston, and Esperance asking for an annual contribution. W. Sullivan indicated she would try to obtain statistics on the number of individuals served in each of these towns for inclusion in a letter that will be sent to the respective town supervisor asking for funds.

A motion to approve the treasurer's report was made by B. Flint and seconded by L. Simonds. There being no further discussion, the motion was voted and carried unanimously.

Board of Trustees 07-19-2022

## Assistant Director's Report - L. Bell

The Assistant Director's report was distributed and reviewed by L. Bell, who noted that the Summer Reading Program, Oceans of Possibilities, is going very well, with attendance at most programs being good. A year's membership to the Via Aquarium for a family of four was secured as the grand prize for the Summer Reading Program.

Appreciation was expressed to the Fonda Fultonville Community Foundation for their generous donation which was used to purchase paper towel holders for the bathrooms and a baby changing station.

The library recently received \$1,000 from the WGY Christmas Wish.

Our insurance agent, Tom Persse, merged with the Schultz Agency prior to his recent retirement. The library will continue with the Schultz Agency as its carrier.

## Committee Reports

Budget and Finance - G. Subik noted that updates were included in the Treasurer's report.

Building and Grounds - W. Sullivan stated that the cost of a cast iron bench for outside the building would cost approximately \$100. Following discussion related to past issues, it was decided to table this purchase for the time being.

L. Bell indicated she will paint the back door of the library using the leftover paint from the front door.

Long Range Planning - G. Murray has indicated he is having difficulties connecting with County Executive Matt Ossenfort regarding DPW property on Park Street. In addition, it is rumored that other people are also interested in this property. W. Sullivan received a call during tonight's meeting, where it was indicated that a meeting with Mr. Ossenfort would take place after Labor Day. It was also decided to defer discussion related to the availability of building grants for nonprofits through the county until after Labor Day.

L. Bell stated that G. Murray has some fundraising ideas and suggested that a meeting be scheduled with him to further discuss this topic. Broadening our fundraising activities could perhaps include securing corporate sponsors for the Taste of Chocolate event in the fall.

Media Materials - No updates to report.

**Special Events** - L. Richardson reminded Board members that the date for parking cars at the Fonda Fair is Sunday, September 4th, and the next date for parking cars at the races is Thursday, September 15th. L. Bell will have sign-up sheets available for these events.

The library's book/bake/plant sale will be held September 8-10. L. Bell will have sign-up sheets available the last week in August for working at the event. B. Flint will follow up on getting mums from the Hillside Greenhouse in Fort Plain and ascertain if a pre-order is required for 60 or more mums.

**Public Relations** - No updates to report.

### **Unfinished Business**

Judy Kelly was contacted regarding progress on the establishment of a Friends of the Library group and indicated she has not yet had an opportunity to pursue it.

To date, the estimates for work on the building have not been received. L. Bell recommended the estimate include resurfacing the concrete in the front of the building, as it is very uneven. Board members concurred with the recommendation.

When contacted, Director Melissa Rockwell indicated she wanted to terminate her employment at the library. A check will be sent to Ms. Rockwell to compensate her for the six hours she worked. A meeting will be scheduled with Eric Trahan from the MVLS in August to discuss the next steps in the quest for a library director, fundraising activities, construction grants, a progressive dinner with the Board members at other Montgomery County libraries, etc.

### **New Business**

W. Sullivan presented information on having an adult basket weaving class at the library on October 1st. The cost is \$60, with a maximum class size of 10. Following discussion, it was decided to proceed with offering this event.

L. Bell informed the group that Trustee training will be a requirement beginning next year.

L. Bell noted that an invitation addressed to library staff and Board of Trustees was received to the Fort Hunter Library's 95th birthday party. The party is being held at Loopie's Pavilion in Tribes Hill from 1 to 4 pm on Sunday, August 14th. Some Board members indicated they would like to attend, and L. Bell stated she would contact the Fort Hunter Library to see if an RSVP is needed.

**Letters asking for basket donations for the Taste of Chocolate event will be mailed at the end of August. The cafeteria at the Fonda Fultonville School was discussed as a possible venue in the event that St. Cecilia's hall is not an option.**

**At a previous meeting, the Board discussed visiting some area libraries which have undergone renovations. C. Stuff suggested looking at newly constructed facilities as well. It was decided to ask E. Trahan to help facilitate these visits.**

**Adjournment**

**The meeting adjourned at 7:28 p.m. on a motion by G. Subik, which was seconded by L. Simonds.**

**The next meeting will be held at 6 p.m. on September 20, 2022.**

**Respectfully submitted,**

**Lynn Richardson  
Secretary  
Board of Trustees**